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JOINT COMMUNICATION FROM STATE, DEFENSE, USIA AND ICA TO
CHIEFS OF DIPLOMATIC MISSIONS AND HEADS OF OTHER AGENCY
GROUPS ATTACHED TO EMBASSIES, LEGATIONS AND CONSULATES.

(Information copies to Defense for transmittal to Commanders of
U.S. Unified Commands)

1. Pursuant to Recommendations 17 and 18 of the OCB Report on U.S. Employees Overseas, April, 1958, the Operations Coordinating Board has concurred in the Guides set forth in the attached OCB document for use in developing regulations which will apply to the importation and disposal of personal property, to the acquisition and conversion of local currency and to the importation, operation and disposal of motor vehicles, both official and those privately owned by U.S. Government employees overseas.
2. Each Ambassador is responsible for the development of regulations and procedures embodying these guides in the country to which he is accredited.
3. In exercising this responsibility it is particularly important that the Ambassador work in close collaboration with representatives of other U.S. Government agencies attached to the diplomatic mission. Where local conditions warrant, the Ambassador may establish a committee of senior officers representing these agencies to advise and assist in developing these regulations and procedures.
4. Each Ambassador shall take steps to assure that all U.S. Government personnel attached to diplomatic missions and consulates (including contract personnel) shall be made aware of such regulations and procedures. Posts are encouraged, as a part of local orientation programs, to explain control regulations and procedures to newly assigned personnel of all agencies.
5. Regulations and procedures prepared pursuant to these guides shall be forwarded to the Department of State for circulation to other interested U.S. Government agencies for their information and, as appropriate, to selected diplomatic posts in order that the most effective measures may receive world-wide dissemination.

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6. To insure that regulations are maintained on a current basis they shall be reviewed as changing circumstances require but not less frequently than annually.

7. Foreign Service Post Reports and similar publications of other agencies attached to diplomatic missions should be amended by January 1, 1959, to reflect current control regulations and procedures in order that newly assigned personnel may be informed before reporting to their posts of assignment. In those countries where the number or types of privately-owned motor vehicles present problems, criteria are to be included in these reports which can be used by agencies in advising personnel whether a vehicle should be taken, and if so, the type most suited for use in the country of assignment. Pertinent factors covered in the guides in the attached OCB document should be included in the criteria.

8. It is recognized that conditions prevailing in some countries are such that not all the guides will be fully applicable.

9. As noted in paragraph 4, page 3, of the OCB Report on U.S. Employees Overseas, the Operations Coordinating Board will review in the Spring of 1959 the degree to which the recommendations in that Report have been carried out and will consider new situations that have arisen. This review will cover regulations and procedures developed in support of the guides set forth in the attached OCB document.

10. The Department of Defense is transmitting the attached document to Commanders of U.S. Unified Commands for the development of regulations which will apply to personnel under each command and is also forwarding a copy of this instruction to each command.

Attachment:

(To be OCB Paper on "Guides")